

**Seymour Public Library District
Board of Trustees Meeting
July 25, 2017**

Present: Lisa Carr, Ginny Kent, Larry Liberatore, Pat Messina, Bobbie Panek, Joan Smrtic
Excused: Kathleen Carnes, Ellen DelloStritto, Jim Hanley, Nancy Karpinski
The meeting was called to order at 5: 36 PM.

Agenda Item	Discussion	Action Taken/Next Steps
CONSENT AGENDA		
*Minutes of 6/27/17 Meeting *Finance Committee Report (7/17/17) *Personnel Committee Report (7/11/17) *Director's Report	None	Motion to approve the Consent Agenda as submitted (Panek/Liberatore). Unanimous approval.
TRUSTEE EDUCATION		
Director reported on the American Library Association Conference she recently attended in Chicago (6/22-27). There were many workshops, lectures and author talks to choose from, in addition to valuable networking opportunities. She attended a number of author talks trying to increase her knowledge and understanding of how they choose their themes, set goals and how their writing processes vary. A couple examples: Andy Weir wrote "The Martian" as an online series & wants input from readers to ensure his science fiction works contain accurate scientific data. "Artemis" is about a colony on the moon and is written from a woman's perspective. Another author, Susan Dennard (<u>Truthwitch</u> , <u>Windwitch</u> et al.), uses her gaming background to help take on the persona of a character and believes games can help incentivize reluctant readers to learn concepts such as empathy.		
ACTION ITEMS		
Approval of Financial Statements (including Fines & Fees Summary) for June 2017	Financial statements for June 2017 have been reviewed by the Finance Committee and were found to be in order. Finance Committee recommends approval as submitted.	Motion to accept the Financial Statements (including Fines & Fees Summary) for June 2017 as submitted (Liberatore/Kent). Unanimous approval.
Approval of Claims for June 2017	Claims for June 2017 have been reviewed per procedure. Finance Committee recommends approval as submitted.	Motion to accept the June 2017 Claims as submitted (Smrtic/Messina). Unanimous approval.
DISCUSSION ITEMS		
Conflict of Interest Policy	Foundation President had asked the Director to forward to all Trustees a copy of the Foundation's Conflict of Interest Policy enacted 2/1/15. Much shorter than the draft policy currently under consideration. Need for more study of what should be included and which format to use.	Referred to Policy Committee.
Library Card Policy (third reading)	Proposed policy was slightly modified and now reads: "Library cards are free to all residents or property owners in the Finger Lakes Library System. Residents outside of the Finger Lakes System can purchase a card. Residents and property owners within the Seymour Library tax district enjoy enhanced borrowing privileges." Also, Trustees were made aware that the governing rules re: access may change in the future (NYS Direct Access Plan). Representatives from FLLS will be meeting in the near future to discuss, and Director will keep Trustees informed.	Motion to approve the Library Card Policy as submitted in its final version (Kent/Messina). Unanimous approval.

Agenda Item	Discussion	Action Taken/Next Steps
DISCUSSION ITEMS (con't)		
2018 Budget: Tax Levy	<p>Final decision will be made in August whether or not to increase tax levy for the 2018 SPLD budget. No Trustee Election will be necessary, since no Trustee terms will expire at the end of 2017.</p> <p>SPLD needs to tie strategic planning to budget requests, especially construction projects.</p>	Discussions will continue.
Facilities Plan Update (Building Condition Survey & Master Plan)	Eight proposals were received. Building Committee has reviewed them, and interviews were held with the 3 finalists the week previous to this meeting. One architectural firm's proposal was particularly impressive in that a library consultant was included in its process and thinking.	Further discussion will be needed to narrow the scope of work and determine more specifically the anticipated cost. A contract can then be contemplated.
2017 State Construction Grant	<p>Director has obtained some preliminary plans from Jessica Franklin of Sixty55 Designs to refurbish the lobby. A rough cost estimate would be \$100,000-115,000, with a 50/50 match required if SPLD applies for a 2017 State Construction Grant. All paperwork must be completed & submitted by September 1.</p> <p>Question: Since the Foundation owns the Library Building, is it the only entity that can give the necessary assurances for raising 50% of the funds for construction?</p>	Discussions will continue. Director will begin amassing required paperwork.
COMMENTS FROM PUBLIC	None	

The meeting was adjourned at 6:50 PM (Messina/Kent).

Respectfully Submitted,

Joan Smolic, Secretary

Next Regular Board of Trustees Meeting: Tuesday, August 22, 2017 at 5:30 PM.